

**KANSAS-OKLAHOMA CONFERENCE
UNITED CHURCH OF CHRIST
CALL AGREEMENT**

Having sought the guidance of the Holy Spirit and believing that God has called us to share in a mutual and common ministry in Christ, the people of _____ United Church of Christ, at a regularly called meeting of the congregation(s), held on _____ voted to enter into covenant with you to become the pastor and teacher of this church, effective _____. Believing that the cause and mission of Christ's Church will be forwarded under your pastoral and spiritual leadership, we enter into this agreement with you.

We recognize and acknowledge that your responsibilities and duties as our pastor shall be those outlined in the attached Job Description of the pastoral office and in the constitution/bylaws of the _____ UCC, as well as by the customs and usage's in the pastoral office of the United Church of Christ, which includes the right and responsibilities of participation and leadership in the mission of the United Church of Christ, the ecumenical movement and the community.

As a congregation, we wholeheartedly commit ourselves to the following terms of covenant as we call you to be our pastor:

1. The terms of call outlined in this agreement are contingent upon your holding authorization for ministry with the _____ Kansas-Oklahoma Conference of the United Church of Christ. Should authorization for ministry be suspended, revoked, or transferred for any reason, this agreement can be terminated immediately by the governing body, representing the congregation.
2. It is understood that you are to have freedom of the pulpit in matters of faith and ethics according to the dictates of the Word of God, the work of the Holy Spirit, the traditions of the United Church of Christ, and the realities of the world.
3. The church agrees to pay an amount of \$ _____ as base cash salary, payable on a semi-monthly (or monthly) basis by the treasurer of the church.
4. The church agrees: (*choose one*)
 - A. _____ to provide a parsonage and to pay the utilities of the parsonage, or
 - B. _____ to provide a housing allowance in the amount of \$ _____ per annum.
5. The church agrees to pay an amount equal to 14% of one of the following options toward the minister's annuity fund.

A. If a parsonage is provided:	B. If a housing allowance is given:
Base Salary \$ _____	Base Salary \$ _____
30% of base salary \$ _____	Housing allowance \$ _____
Total \$ _____	Total \$ _____
14% of total \$ _____	14% of total \$ _____
6. The church will compensate you for the portion of Social Security and Medicare tax we would pay if pastors were permitted by the Internal Revenue Service to be paid as an employee of the church. This amount is the percentage established annually by the Internal Revenue Service. The current percentage equals _____% (IRS rate) of cash salary, housing allowance, and furnishings/ allowance, as applicable, and will be paid to you on a _____ (frequency of payment) basis.

7. The church agrees to pay the full premium for health insurance and dental insurance to the Pension Boards.
8. If you are eligible to participate, our church will contribute 1.5 % of the salary basis to the Life Insurance and Disability Income Plan of the United Church of Christ on your behalf. Using the information contained in this agreement, the annual contribution for this plan is \$_____ (1.5 % of the salary basis). The church agrees to pay the full premium for Group Life Insurance to the Pension Boards.
9. The church will pay the minister's moving expenses, including costs of transportation, meals and lodging for him/her and his/her family. It is your responsibility to secure written estimates of the costs involved and submit them to our governing body so that we can adequately plan and execute our part of these logistics. Relocation costs include the expense of advance home hunting trips for you and family, moving your household goods, mileage for transporting your automobiles, and meals and lodging for you and your family in route.
10. The church agrees to reimburse the minister \$160 to cover the cost of providing the National Criminal Background check included in the ministerial profile.
11. The church will reimburse you, at the Internal Revenue Service mileage rate established each year, for using your automobile in fulfilling the duties of the pastoral office. It is your responsibility to keep a log of mileage for appropriate services.
12. The church further agrees to include in its budget a line item in the amount of \$_____ to be used at the pastor's discretion in relation to in-service training programs, continuing education, books or subscriptions, a report of the expenditures to be given to the governing body upon request.
13. It is agreed that the minister shall be granted _____ days a year to participate in clergy in-serving training programs, continuing education events, as well as in denominational and interdenominational leadership courses, that will strengthen his/her ministry. It is further understood that these items will be negotiated with the governing board.
14. The church values your participation in the wider church. Thus, we will reimburse reasonable expenses for attendance and participation in our United Church of Christ national, conference, and other meetings. When these events occur during a time we regularly gather for worship, the church will make other provision to provide leadership for our worship services.
15. The minister shall be granted a one-month vacation annually. The church shall be responsible for the pulpit supply during your vacation. Furthermore, it is understood that you will take time off (at least one day per week) for rest, relaxation, and to be with your family.
14. It is further agreed that, at the end of _____ years of full-time ministry in this church, the pastor shall be granted _____ months sabbatical leave with full salary (plus vacation) for a program of spiritual and intellectual refreshment, for a refresher course or courses of study or educational travel mutually agreeable to both the minister and governing body. During such sabbatical, the church agrees to underwrite the cost of pastoral services. It is understood that the minister shall remain as pastor for at least a year following said sabbatical or repay the church the salary for the time taken as sabbatical.
15. Sick leave, personal emergency leave, death leave for members of the immediate family, and maternity or paternity leave shall be available as negotiated with the local church.

16. Disability

- A. In case of disability because of illness or accident, the local church shall be responsible for the pastor’s full support for the first three months of disability, which includes the base salary, parsonage or housing allowance, payment of the congregation’s share of the Disability Plan, annuity payments, group life insurance, and health insurance.
- B. After three months, the Disability Plan will become effective.
- C. Agreement shall be reached between the governing body and the parsonage family regarding the continued use of the parsonage following the three months’ period from the date on which the disability shall have been determined to have begun.

When the disability occurs, this agreement shall be in effect by mutual consent of the governing body of the church, the parsonage family, and the Conference Minister and/or the Committee on the Ministry.

17. Death

In case of the minister’s death, the spouse and/or family shall receive full salary for the current month plus any vacation time earned, and an additional three month salary, housing and payment of health insurance premiums. Further provisions may be made by mutual agreement between the church, the spouse and/or family of the deceased pastor and the Conference Minister.

18. This pastoral relationship may be terminated by either the church or the pastor by giving three months written notice. If either the church or the pastor feels there is unfairness in the termination of this call, either party has the right to refer the matter for hearing to the Committee on the Ministry.

19. It is understood that the church will agree, through its appropriate body, to review annually this agreement and the minister’s salary and other arrangements, keeping in mind the cost-of-living increases and possible merit increase in salary.

20. It is understood that the Conference Minister and/or the Committee on the Ministry shall be consulted at the request of either pastor or the congregation, should the relationship between them be strained or in jeopardy.

Upon acceptance of the terms of this Covenant, the church shall proceed with you and the Conference to your formal installation as our pastor and teacher.

Trusting that the above terms are agreeable to you as our pastor-elect, the affixing of our signatures below indicates our acceptance to the above terms and validates this call.

Minister-elect

Date

Presiding Officer of Governing Body

Date